

**TOWN OF UNION  
ANNUAL TOWN MEETING  
Minutes of Tuesday, April 16, 2013**

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The Town of Union annual Town meeting was called to order by Kendall Schneider at 6:32 p.m. on Tuesday, April 16, 2013 at the Evansville Fire Station, 425 Water St., Evansville, WI. Residents in attendance: Kendall Schneider, George Franklin, Sharon Franklin, Kim Gruebling, Regina Ylvisaker, Eric Larsen, Joanne VanNorman, Bill Thomas, Michael Kipp, Bridget Larsen, Bob Fahey.

**Clerk's minutes from 2012 annual meeting**

Motion to waive the reading made by Kim Gruebling/George Franklin. Motion carried by unanimous voice vote. Hard copies of the minutes were available for all attendees.

**Set date for 2014 annual meeting (April 15, 2014)**

Motion by Joanne VanNorman/Eric Larsen to set the date of the 2014 annual Town meeting for April 15, 2014. Motion carried by unanimous voice vote.

**2012 financial report**

The 2012 financial report, as prepared by Treasurer Sharon Franklin and Clerk Regina Ylvisaker, was presented. Gruebling noted that at last year's annual town meeting, it was requested that the financial statement show a comparison to the prior year. Ylvisaker and Franklin will prepare a report comparing 2011-12 for distribution at next month's Board meeting.

VanNorman asked about real estate tax overpayments; Franklin explained that they occur when people receive checks from their escrow companies for their tax payments and they are made out for more than they should be; in those instances the Town has to provide refunds.

It was agreed by all to modify the financial report and list the yearly lease payment for the Case loader as a separate line item, as it is debt.

Motion to approve the 2012 financial report as presented made by Bob Fahey/Bill Thomas. Motion carried by unanimous voice vote. An amended copy will be presented at the May regular monthly Board meeting.

**Citizen comment: 5 minutes max/issue**

No comments.

Motion to adjourn made by Bill Thomas/George Franklin. Motion carried by unanimous voice vote.

Annual Town meeting adjourned at 6:43 p.m.

**TOWN OF UNION**  
**MONTHLY TOWN MEETING**  
**Minutes of Tuesday, April 16, 2013**

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Elections were held for all Town offices on April 2, 2013 and new/re-elected Town officers were sworn in. Kendall Schneider conducted the swearing in for Town Supervisors George Franklin and Kim Gruebling, Treasurer Sharon Franklin, Clerk Regina Ylvisaker, and Constable Eric Larsen. Clerk Regina Ylvisaker conducted the swearing in for Chairman Kendall Schneider.

The Town of Union monthly Board meeting was called to order by Chairman Kendall Schneider at 6:45 p.m. on Tuesday, April 16, 2013 at the Evansville Fire Station, 425 Water St., Evansville, WI. Members in attendance included Chairman Schneider, Supervisors George Franklin and Kim Gruebling, Treasurer Sharon Franklin, Clerk Regina Ylvisaker, and Building Inspector Bob Fahey. Plan Commission member Bill Thomas was also in attendance. The Pledge of Allegiance was recited.

**Clerk's Minutes (March 1, 2012)**

The minutes were unavailable due to Clerk's computer failure.

**Treasurer's report**

Totals as of March 31, 2013 were reported by Sharon Franklin:

Local Gov't Investment Pool General Fund	\$	0.00
Park and Recreation Fund	\$	12,465.66
UB&T Money Market Sweep Account	\$	49,399.35
UB&T Checking Account	\$	15,000.00
Wayne Disch Memorial Park Fund	\$	2,727.99
Morning Ridge Stub Road CD	\$	20,706.33
Escrow Accounts:		
Robert Janes/Bakers Crossing	\$	813.77
Teresa Lane:		
Bank of Monticello	\$	1,160.94
Michael Kipp	\$	386.97
Mastec, LLC	\$	397.01

**Board Action: Budget Line Adjustments if Required**

None required. Year to date budget update will be provided by the Clerk at the next Board meeting.

**Constable's report**

George Franklin reported picking up a dog near Fifth Street; David Rich kept it overnight, and the owner was located the next day through the veterinarian. Kendall Schneider reported that both himself and the Clerk had received calls reporting a dead dog on Fifth Street. Schneider drove the area extensively but was unable to locate the animal.

**Building Inspector's report**

Building Inspector Bob Fahey reported issuing two permits during March:

Date	Permit #	Name	Address	Description	Construction Cost	Permit Fee \$
3/13/2013	13-1-B	Paul Davis Restoration/ Doug Johnson	8733 N Cemetery Rd	Remodel due to water damage	\$ 90,000.00	\$ 375.00
3/24/2013	13-2-B	Scott Ringhand	10019 N Crocker Rd	Ag building on existing foundation (Variance granted 4-2012)	\$ 8,000.00	\$ 120.00
		Pleasy Berg Trust	6528 N Hwy 213	CUP request		

### **Recycling Center Update**

Jerry Krueger reported steady business, and expect the spring cleaning rush once the weather improves. Krueger asked the Board if the road to the Recycling center would be repaired this year. Clerk Ylvisaker noted that the Sanitation budget came in approximately \$1,500 under budget in 2012, due to less spending in maintenance and upgrades. Krueger stated that the outlying sheds need work but public works equipment/materials are being stored there now so it is an issue for that area.

Ylvisaker noted that an account at the Janesville Landfill has been established and can be utilized when deemed necessary by the Board and/or Road Patrolmen.

### **Brooklyn Fire District Update/Board Action if Required**

Bill Thomas reported that a Brooklyn Fire District meeting is scheduled for tomorrow night (April 17), which will be for the most part a closed meeting and no action will be taken on any issues other than mowing at the Fire Department. Thomas reported he had let the Fire Board know at their last meeting that the Town would not be a part of any agreement that included the Village of Brooklyn. Mike Kipp, in attendance, is a Town resident and in the Brooklyn Fire District; had no concerns at this time.

Thomas stated that fire fighters have been operating much like a social club at the station after training sessions, which he will be bringing up as a concern as well at a Fire Board meeting.

Joanne VanNorman explained to the Board that the whole group at the Brooklyn Fire Department has been through several difficult months since Chief Mortenson's death. Many people have become involved in the Department's meetings who have never been to a meeting before and may not have a history or understanding of what has gone on in the past within the District, which has caused some misunderstandings and hard feelings.

Bob Fahey stated that if he was a resident on Holt Road, would be very disappointed if the Town pulled out of the Brooklyn Fire District and he had to wait 15 minutes for EMS or Fire from Evansville instead of 3 minutes from Brooklyn. Residents should have access to the closest emergency services, not the cheapest.

### **Follow Up Reports**

Franklin stated that he received a call from someone in a Town subdivision who had raised rabbits last year, who was wondering if he could raise chickens this year. Schneider stated that there may be covenants in that subdivision, but they would need to be enforced by the neighborhood.

Ylvisaker updated the Board on the AT&T cell tower CUP. Additional information that had been missing from earlier applications and submissions had been received and was forwarded to the Town Engineer for review. A bond in the amount of \$75,000 was also received. Ylvisaker is anticipating being able to issue the CUP in the near future, pending the Engineer's review. Driveway and Building Permits from the Building Inspector are also needed.

### **Public Comment (5 min max per item, no action will be taken on any issues)**

No comments.

### **Roadwork/Snowplowing**

Franklin reported on Leedle Mill Road: Bob Bruha stated that Leedle Mill Road wasn't done properly, but felt that it could be repaired if 4 inches of ¾" gravel was put down on our section followed by a layer of seal coat.

Franklin then reviewed the proposal from Crack Filling Services:

#### 2013 Crack Sealing Proposal

##### Crack Sealing Procedure:

1. Rout cracks 1 to 1 ratio.
2. Blow cracks clean of debris with compressed air.
3. Torch cracks with LP heat lance to clean and thoroughly dry.
4. Fill cracks with C.F.S. 3405 rubberized sealant and squeegee with V shaped squeegee.

##### Spot Sealing Procedure:

1. Torch areas to be sealed with heat lance to clean and dry the pavement.

2. Cleaned areas are covered with modified C.F.S. sealant and squeegeed with a wide squeegee.
3. Asphalt coated chips are then blown into the rubberized sealant.

Crack sealing and spot sealing on the following roads.

N. Union Road \$1,700

W. Union Road (2 areas) \$1,600

Emery Road (2 miles) \$10,200

Housing Development \$9,800

W. Forest Hollow Lane,

N. antler Court,

N. Orchard View Drive,

N. Morning Meadow Lane,

W. Woodworth Drive,

W. Glacier Drive

Total crack sealing and spot sealing \$23,300

Franklin feels that the subdivision could be put off until next year, as it doesn't get any truck traffic, but it would have to be done next year.

Josh Wiser discussed replacing the sheds at the recycling center, which are currently used for public works storage and are in terrible shape. He had done some preliminary pricing on larger buildings and presented the following to the Board for consideration:

- a 12' x 20' storage shed, similar in size to what we have now, would run approximately \$2,500 - \$3,000 at Menards
- a 20' x 24' garage would run approximately \$5,000 with no doors and a 9' sidewall. Neither one of the estimates includes any foundation work.

Gruebling fully supports building a storage building, and feels that something on the order of a two car garage is a good size to start with. He would suggest a 10' overhead door and an entry door. He would like a separate agenda item on next month's Board agenda to discuss this specific topic. The costs could be shared between roadwork and sanitation, if the building was to be shared with both areas. Wiser will get harder numbers for next month, for a two car garage size and pole shed size, up to 24' x 30' in size. Estimates would be needed for erecting the buildings as well. Franklin recommends 20' side walls if the building was to be used to store/work on the snowplow.

Wiser reported that the airbag light has been on in the pickup truck, and the estimate to have the sensor replaced is \$300. Without the sensor the airbag will not go off. Board agreed to have the work performed.

Regarding the plow truck, Wiser would like to have the wing removed and take the truck to Perry Jorgenson to get an estimate to see what repairs will cost. The radiator is leaking, exhaust stack is gone, fuel gauge doesn't work, oil pressure gauge doesn't work properly etc. The Board approved taking the plow truck to Perry Jorgenson for estimates on repairs.

Regarding fire numbers, both Wiser and Ylvisaker have concerns regarding the fee schedule for fire number replacement, and the process for replacing numbers. Ylvisaker outlined the history of the issue: Previously, the County had replaced the numbers at a cost of \$50 per sign which included a new sign, post, mounting hardware, and installation. When the Town took over roadwork it kept the same pricing as the County and provided the same services and materials. At the time it was felt that keeping the signs uniformly placed was an important consideration. The Town receives the fire number signs from Badger State Industries at a cost of \$13 per sign, and at the February 2, 2013 Board meeting the Board had decided that "the cost (would be ) borne by the land owner" and to allow some residents to install their own signs and be charged the cost of the replacement sign only (\$13); however it was not clear if the new \$13 charge included installation and a new post/hardware for those residents who wanted a new sign but did not want to install it themselves. Costs associated with all new materials and patrolman time for installation will total nearly \$50. Ylvisaker and Wiser would like the policy and pricing clarified before proceeding with any more orders and installations.

Motion to return to \$50 to cover costs and installation made by Gruebling/Franklin. Motion carried by unanimous voice vote. Ylvisaker clarified that those residents who had been told they would be charged \$13 will still be charged that amount. She will put together a policy statement and publish on web, and will also doublecheck on the ability to

place fire number sign charges on taxes as a special assessment.

Regarding bridge inspection reports, Wiser is wondering if the reports state what needs to be fixed i.e. signage, guard rails. Schneider stated that the Town generally does not get reports of those issues, usually only structural issues. Wiser had seen a report received by Center that addressed signing, guard rails/posts, etc.

Regarding reflectability and tracing of signs; Wiser currently writes on the backs of signs with a marker when he installs new signs, but the marker is not lasting. Ylvisaker will order stickers from Badger State Industries made of the same sheeting as the signage printed with "Town of Union" and dates to punch out indicating date of installation.

Signage order: Wiser had assembled a listing of signs and hardware for the Board to review and approve for purchase. There are several styles of weight limit signs to pick from, and many need to be installed throughout the Town. Gruebling distributed a photo of signs he had seen from Rock County that included orange flags. He felt they were very clear and hard to miss. Schneider clarified that railroad crossing signs are taken care of by the railroads, and historically railroad cautionary signs have been handled by the Town. Schneider stated some curve and speed limit signs are needed on Holt Road; he will ride with Wiser to detail where they are needed.

Motion to approve purchase of hardware from Decker made by Schneider/Gruebling. Motion carried by unanimous voice vote.

Motion to approve sign purchase, with high water sign amount increased to 6, railroad signs removed, and pending specific sizes on weight limit signs from Wiser, made by Franklin/Gruebling. Motion carried by unanimous voice vote.

The current snowplowing contract expires on September 30, 2013. The issue will be added to the next Board meeting agenda.

Wiser noted that many intersections have spots with lots of material left on them from the winter, and he asked the Board how they would like removal of the material handled this year. In past years Wiser has blown the material off, but there is more this year than that method will handle. Franklin suggested waiting until the forecasted rains pass to see what remains and address it at that point.

Mowing advertisements need to be published for roadside mowing, cemetery mowing, and Wayne Disch park mowing. Ylvisaker will arrange for the ads, and ensure that one double pass is included in the roadside mowing bid language. Gruebling noted the swingset at Wayne Disch park is in poor condition. Mike Kipp stated that there are new ADA laws regarding playground equipment which are extensive and may apply even if equipment is removed without intention to replace. There is money in the Wayne Disch Park Fund to be used for this purpose, but more information will need to be gathered prior to any decisions being made.

#### **Board Action: Acceptance of Teresa Lane Escrow Funds**

Ylvisaker explained that the deeds turning the land over to the Town on which the road sits still need to be created and filed, and there may be work necessary in creating the legal descriptions and surveys. The funds in the escrow account should cover these costs. Motion to accept escrow amounts set aside by Bank of Monticello and Mike Kipp for Teresa Lane to cover costs of deed filing, etc. made by Schneider/Gruebling. Motion carried by unanimous voice vote.

#### **Appointment of Plan Commission, Board of Adjustment and Parks & Trail Committee Members**

Three appointments on the Plan Commission expire this month. Schneider has spoken with Eric Larsen, who has agreed to serve on the Plan Commission again; and Dave Pestor, who has asked to end his service with the end of his term. Alvin Francis was unreachable.

One appointment on the Board of Adjustment expires this month; Schneider spoke with Steve Lentz who has agreed to serve again on the Board of Adjustment.

Schneider has not yet spoken to anyone on the Parks and Trails Board; there are two appointments expiring this month.

Motion to reappoint Larsen and Lentz made by Schneider/Gruebling. Motion carried by unanimous voice vote.

#### **Scheduling of Parks & Trails Committee Meeting**

Schneider has not yet scheduled the meeting.

**Board Action: Approval of Class B Liquor License: Rod Willing, d/b/a The Red Barn**

The former Geneo's Bar had gone into foreclosure, and Rod Willing purchased the property from Union Bank & Trust. Willing has applied only for a Class B liquor license at this time; operator license applications will likely come in the near future.

Motion made by Schneider/Gruebling to approve a Class B liquor license for Rodney Willing, d/b/a The Red Barn. Motion carried by unanimous voice vote.

**Pay Bills**

There being no further business to come before the Board, a motion was made by Schneider/Franklin to adjourn and pay bills. Motion carried by unanimous voice vote. Meeting adjourned at 8:45 p.m.

Respectfully submitted by Clerk Regina Ylvisaker

*Note: minutes are considered draft until reviewed and approved by the Town Board at a properly noticed meeting.*